

MINUTES OF MEETING OF BOARD OF REGENTS  
WESTERN KENTUCKY UNIVERSITY  
December 9, 1978

A special meeting of the Board of Regents of Western Kentucky University, having been called at the written request of the President of the University, was held on Saturday, December 9, 1978, at 1:00 p.m., CST, in the Regents Conference Room of the Wetherby Administration Building on the Western campus. Mr. John David Cole, Chairman, presided.

The meeting opened with a prayer of invocation by Mr. Dee Gibson, Director of Public Affairs and Community Relations.

The following members were present:

Dr. William G. Buckman  
Mr. Ronald W. Clark  
Mr. John David Cole  
Mr. Tom Emberton  
Mr. Michael N. Harreld  
Mr. Carroll Knicely  
Mr. William M. Kuegel  
Mr. Steven O. Thornton

Absent were Mr. Hugh Poland and Mr. Ronald G. Sheffer.

Also present, in addition to Mr. Gibson, were Dr. Dero G. Downing, President; Dr. James L. Davis, Vice President for Academic Affairs; Mr. Harry K. Largen, Vice President for Business Affairs and Treasurer; Dr. John D. Minton, Vice President for Administrative Affairs; Mrs. Mary Sample, Secretary; Dr. Paul B. Cook, Assistant to the President for Resources Management and Director of the Budget; Mr. Rhea P. Lazarus, Staff Assistant, Office of the President; Mr. William E. Bivin, University Attorney; and Dr. Randall Capps, Head of the Department of Communication and Theatre and Parliamentarian.

The minutes of the regular meeting held on October 21, 1978, were presented by the Chairman. Upon review of the minutes as prepared, copies of which had been mailed to members of the Board on November 16, 1978, it was requested by Mr. Harreld that a correction be made on page 18, substituting the word "may" for the word "would" in line 18. The corrected sentence reads: "The twenty individuals may then be visited by a member of the Board of Regents with a faculty member or some other person on the screening committee." and

( is consistent with the proposed plan for the selection of a President as recorded in the minutes of the September 24, 1978, meeting. There being no objection to the recommended correction of the minutes, motion was made by Mr. Emberton and seconded by Mr. Thornton that the minutes of the October 21, 1978, meeting be approved as corrected. The motion carried by voice vote.

In keeping with the policy of the Board, information and materials pertinent to agenda items had been mailed in advance of the meeting by the President to the members.

( Speaking on behalf of the Board of Regents, Chairman Cole expressed to Mr. William Bivin, Dr. Thomas Madron, and Mrs. Rosalind Davis, appreciation for their untiring efforts as members of the staff for the Advisory Committee for the Selection of a President.

Chairman Cole placed before the Board for consideration and discussion the matter of a plan to facilitate the transition in the Office of the President, referring to a letter of November 17, 1978, in which President Downing shared with the Board members thoughts and recommendations both as to himself and as to the administration of Western for the period from January 8, 1979, until the Board completes its responsibility in the selection of Western's fifth President. Mr. Emberton was then recognized and read the following statement:

( "It is the responsibility of the Board of Regents to insure the proper administration of Western Kentucky University; and President Dero G. Downing having previously announced his resignation as President, and the relinquishing of his administrative and presidential responsibilities on January 8, 1979, this Board of Regents shall appoint an Interim President.

( John D. Minton presently serves as Vice President for Administrative Affairs, and I now move that he be appointed Interim President of Western Kentucky University. He shall continue to serve as Vice President for Administrative Affairs and shall further assume the position as Interim President. As Interim President, he shall have all statutory powers of the Office of President, together with all authority, rights, duties and responsibilities set forth in the Bylaws of the Board of Regents and the previously enacted statutes and policies of this Board of Regents and Western Kentucky University. It is the intent of this Board of Regents to vest John D. Minton, as Interim President, with all statutory and administrative powers and responsibilities of the Office of President, without exception.

( It is the desire of this Board that he undertake this responsibility, serving at the pleasure of the Board, with appropriate compensation. The Board of Regents views his appointment as Interim President in a clear and positive manner, being fully confident that he will undertake

the Office of Interim President with positive direction and the full support of this Board of Regents. During his term as Interim President, he shall have the right to delegate or assign such responsibilities of the Office of Vice President for Administrative Affairs as he shall deem proper. As Interim President he shall have the right, as previously absolutely delegated, to undertake such personnel and policy changes as he shall deem appropriate during his term of office, subject to the approval of this Board, as required.

This action is to be effective with the beginning of the second semester of the current school year on January 8, 1979."

The motion was seconded by Mr. Knicely with Chairman Cole stating that Dr. Minton had expressed to him his willingness to assume the responsibilities of Interim President and had made it abundantly clear that he had not applied for nor had he accepted a nomination for the position of President nor was he interested in assuming the permanent and ultimate long-term responsibilities and the burdens incident therewith. The roll call vote was as follows:

Aye: Buckman, Clark, Cole, Emberton, Harreld, Knicely, Kuegel, Thornton

Nay: None

Upon recognition, Dr. Minton commented in part as follows:

"First, I want to express my appreciation to President Downing for his recommendation and to the Board of Regents for their vote of confidence. It is my understanding, even though two members of the Board are not present because of weather and other conditions, that this suggestion and this resolution are unanimous; and I appreciate that from the Board.

It has been my privilege over the past 20 years as a member of the Western faculty to have been associated with many fine outstanding people--Board members, administrators, faculty, staff, and student body. Some 20 years ago when I joined this faculty as a member of the History Department, I remember Miss Egbert, Dr. Poteet, and Miss Robertson would point out individuals on the faculty and staff and say, 'Now that person was a student of mine.' I couldn't imagine at that time that that would happen to me--I just didn't think I would be here that long probably. However, over the years I have had that same privilege to point out individuals on the faculty who have been former students of mine, and present in this room are some three or four that have been former students of mine. So from that point of view as a teacher and, more recently, as Vice President for Administrative Affairs, working with Student Affairs, I think I have a firsthand basis on which to evaluate our student body; and I want to say that I am real confident about it. I feel good about our student body, and I would like for that to be expressed.

During these years, I have had the privilege of serving under two Presidents of Western, both of whom have been outstanding leaders and both, I respect greatly. During the past more than seven years, it has been my privilege to serve as Vice President under President Downing; and I thank him for giving me that opportunity. In that role, I have been directly involved in his administration. I admire him and appreciate him, and he has had my loyalty and my

support. I wish for him and Mrs. Downing and his entire family the best in all their endeavors.

I am not a graduate of Western; therefore, I am not a Westerner by degrees or graduation, but over the past 20 years my family and I have become Westerners. I am the son of a Westerner, my wife Betty and I have two sons who have graduated from Western, my wife has attended Western--so I hope I have some of the markings of a Westerner.

I do not believe that I have any misconceptions about the position and responsibilities of an Interim President. I can assure you that for me personally this is not "much ado about nothing." I recognize the nature of the tenure of this position. I am also aware of the fact that the primary responsibility must be given to the direction of the day-to-day affairs of the University in such a manner as will provide for the best transition of the University to the next President. I pledge to do that and to the best of my ability assist that person in getting off to the best start possible when that office is assumed. I also realize that even though the tenure of this position is relatively short, many of the day-to-day responsibilities of the position are as great as if the tenure were more lengthy. I pledge to the Board, the faculty, the administrative staff, and the student body to do the best I can with these responsibilities. I must have your continued support and your prayers if I do that.

Again, I thank each of you for your confidence, and I pledge to you that I will give to you the best effort I can according to my ability."

Dr. Minton was warmly applauded upon the completion of his remarks.

At this point in the meeting, Mr. Harreld moved that the Board go into closed session for the stated purpose under Bylaw D. 2. c. of discussing personnel matters incident to the appointment of an Interim President. The motion was seconded by Dr. Buckman and carried by voice vote. Upon returning to the meeting approximately 25 minutes later, Chairman Cole stated that no matter was discussed in the closed session other than that announced prior to convening the session and that no action was taken. Mr. Knicely then recommended the following actions relative to the transition in the Office of the President and moved their adoption:

1. Provide an administrative honorarium in the amount of \$1,000.00 per month to Dr. Minton for the period he serves as Interim President, beginning January 8, 1979.
2. Provide for the establishment of temporary office space in the area of Alumni Affairs for use by Dr. Downing during the period of January 8, 1979 - August 15, 1979, for his review and reorganization of records and files relating to the Office of the President.
3. Provide sufficient secretarial assistance to complete the task of organizing above-mentioned materials.
4. Provide that Dr. Downing continue present use of the President's Home at 1536 State Street for a maximum period of 120 days from January 8, 1979.

The motion was seconded by Mr. Kuegel and the roll call vote follows:

Aye: Buckman, Clark, Cole, Emberton, Harreld, Knicely,  
Kuegel, Thornton

Nay: None

The next agenda item to be considered was reports from the various Board committees. Mr. Harreld, Chairman of the Committee on Academics, reporting for his committee, stated that he and Dr. Davis, Vice President for Academic Affairs, had met several times during recent weeks and that he anticipated that recommendations for Board consideration would be forthcoming at the January meeting.

In the absence of the Chairman, Mr. Sheffer, no report was given for the ad hoc Committee on Athletics.

Mr. Emberton, Chairman of the Bylaws and Codification Committee and Vice Chairman of the Advisory Committee for the Selection of a President, gave the following report on behalf of the latter committee, concerning its activities. Copies of the letter which Mr. Emberton read were distributed to members of the Board and others in attendance, the contents of which follow:

"December 8, 1978

Board of Regents  
Western Kentucky University  
College Heights  
Bowling Green, Kentucky

IN RE: Interim Search Committee Report

Gentlemen:

In accordance with the direction of the Board of Regents, in creating this search committee, appropriate notice and publication of the search for a President of Western Kentucky University has been initiated. The search process has resulted in the following applicants and nominees, which will be considered separately, and in addition, the members of the Board should continue to search for properly qualified individuals for this committee's consideration.

A total of fifty-nine (59) applicants have been received by the committee, each applicant submitting the necessary documentation, and the committee has completed the initial screening of all applicants to date. There is attached as Addendum A a complete list of all applicants with necessary personal information for the Board's review.

A total of one hundred eight (108) nominations have been received, of which twenty (20) have declined, no response has been received from twenty-two (22) and sixty-six (66) have accepted the nomination and furnished the necessary documentation. There is attached as Addendum B a complete list of all nominees with necessary personal information for the Board's review. The screening process of the nominees is under way, and it is hoped that the individual members of the committee

will complete the screening by December 19, 1978, in order that the entire committee might consider and correlate the results at its next scheduled meeting on December 21, 1978.

With regard to the applicants and nominees, the committee is well pleased with the number and quality of those under consideration. It should be noted that although some nominees have not yet formally replied, they will each be considered by this committee. The committee will further consider any and all names submitted to the committee as the result of the search process being conducted by individual Board members.

The committee staff will write each of the individuals being considered, informing them that the search process continues and no recommendation has yet been made.

It is the recommendation of the search committee that the Board of Regents establish a cutoff date of January 11, 1979, for all nominees, applicants or individuals submitted by way of search, subject to the further consideration of this Board of Regents and any extension or modification that might ultimately be determined proper.

The committee will express as a goal, the submission of twenty (20) proposed presidential candidates to this Board of Regents on or before January 25, 1979.

The committee membership and staff would welcome the thought and suggestion of the Board members in this ongoing search process.

The search committee will consider the present one hundred sixty-seven (167) presidential candidates, together with any other candidates submitted to the committee, in accordance with the standards adopted by this Board of Regents. This consideration will be given the prospective candidates without thought or consideration as to the manner in which the candidates' names were submitted to this committee, and in keeping with the previously announced directions given by the Board.

Respectfully submitted,

Tom Emberton  
Committee Member

TE:C:rd

Attachments"

(Secretary's Note: The attachments to the letter listing candidates and nominees were provided only to the members of the Board. They are not included here because they contain preliminary notations descriptive of readily identifiable persons being considered.)

Based upon the recommendation of the Advisory Committee for the Selection of a President as set forth in the above letter, motion was made by Dr. Buckman that a cutoff date of January 11, 1979, be established for all nominations and/or applications for the position of President of Western Kentucky University, subject to any extension or modification that might ultimately be determined proper by the Board of Regents. The motion was seconded by Mr. Emberton and carried by voice vote.

No report was made on behalf of the Disciplinary Appeals Committee in the absence of the Chairman, Mr. Sheffer.

( The next committee report was given on behalf of the Finance Committee by Mr. Kuegel, Chairman, serving with Mr. Knicely, Vice Chairman; Dr. Buckman, and Mr. Harreld. Appreciation was expressed by the Committee Chairman for the addition of Mr. Harreld to the membership of the Finance Committee. Chairman Kuegel, stating that the University is in sound financial condition, reported that the Finance Committee met prior to the Board meeting and considered and gave approval to the following financial documents, copies of which had been mailed to each member of the Board by the President prior to the meeting.

- ( 1. The 1977-78 Annual Financial Report - The Annual Financial Report is the official and permanent record of the financial affairs of the University prepared by the Business Office staff under the supervision and direction of the Vice President for Business Affairs. This report reflects the financial status of the University at the close of the fiscal year on June 30, 1978, and it contains a complete record of the financial statements and supporting materials for each of the funds administered by the University.
2. The 1977-78 Audit Report - The report includes a separate document reporting on the audit of the National Direct Student Loan Fund, the College Work-Study Program, and the Supplemental Educational Opportunity Grants. The Audit Report is the official document containing the record of the official audit made by the firm of James R. Meany and Associates, Certified Public Accountants, Bowling Green, Kentucky, serving as a permanent record of the fiscal affairs of the University as audited and certified by this independent firm in compliance with established procedures and in accordance with the laws of the Commonwealth.
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In his communique of November 17, 1978, in making reference to the firm's Management Letter, which contained recommendations and suggestions as viewed by the auditors in their consultant's role as being worthy of consideration, the President reported on the continued study and review of various procedures and functions of the Business Office enabling continued refinement and improvement in the total fiscal operation of the University.

3. The Quarterly Financial Report - The Quarterly Financial Report is a periodic summary prepared by the Vice President for Business Affairs and the staff in the Office of Business Affairs to maintain a monitor on the status of the current Operating Budget. The report reflects the income and expenditures for the period July 1 through September 30, 1978.

( The Finance Committee also gave approval to the plan for the allocation of the 1978-79 Program Development Funds and the preparations for the 1979-80 Operating Budget, including guidelines, as outlined below.

Plan for the Allocation of the Program Development Funds - 1978-79 -  
 At the meeting of the Board of Regents on October 21, it was reported that the Council on Higher Education had allocated \$150,000 to Western Kentucky University. It is proposed that the funds be utilized for the following and in the amounts shown in keeping with the action of the Board on July 1, 1978, and the guidelines set forth by the Council.

1. Biology-materials/electron microscope	\$ 14,825
2. Business administration tapes	2,400
3. Business/economic charts	1,900
4. Commercial art-printmaking materials	3,307
5. Computer assisted instruction	13,000
6. Foreign languages-video equipment	8,900
7. History-media materials and equipment	2,200
8. Journalism photography	38,108 (1)
9. Library-distribution of the library COM to residence halls and academic buildings	6,785
10. Music-phonograph records	9,375
11. Philosophy and religion-library acquisitions	5,000
12. Media services (equipment)	27,000 (2)
13. Survey courses in History/English	5,000
14. Materials and supplies for career planning	1,000
15. Laboratory equipment for freshman chemistry labs	7,200
16. Developmental studies program	4,000
Total	\$150,000

(1) Approximately \$25,000 of this amount is currently committed for equipment and space for Journalism Photography.

(2) Approximately \$3,000 of this amount will be used to replace photography equipment which Media Services has provided Journalism Photography.

Preparation of the 1979-80 Operating Budget - It was reported that continued preparations are under way for the development of the 1979-80 Operating Budget for the fiscal year beginning July 1, 1979. In keeping with the continued commitment to utilize available resources in a responsible, professional, and effective manner, the Finance Committee recommended the following guidelines be approved for the preparation of the 1979-80 Operating Budget.

1. Provide funding to meet all legal obligations and fixed costs to which the University is committed and which are essential to the operation of the institution.
2. Give priority consideration to the improvement of salary and wages for faculty and staff.
3. Establish a level of support for all categories necessary to maintain the high quality of existing educational programs and support services. This would include the incorporation of inflationary factors into the recommended budget to the extent that the University will be properly protected within reasonable contingencies.
4. Provide funds to support program expansion to which the University has made commitments.
5. Review funding for each existing program in an attempt to reallocate existing resources whenever possible.

Mr. Kuegel moved the acceptance of the Finance Committee report and approval of the recommendations contained therein. The motion was seconded by Mr. Knicely with the roll call vote as follows:



Aye: Buckman, Clark, Cole, Emberton, Harreld, Knicely,  
Kuegel, Thornton

Nay: None

(Secretary's Note: Through a communique of December 6, 1978, President Downing provided to members of the Board a report relative to the "1979-80 Program Development Fund," including a summary list of items submitted and the amounts requested.)

Making reference to the scheduled Special Legislative Session and its possible effect on the financial affairs of Western Kentucky University, Mr. Kuegel read the following resolution for the Board's consideration:

#### RESOLUTION

BE IT RESOLVED, that the Board of Regents of Western Kentucky University go on record regarding any reduction in the state appropriation of Western Kentucky University as a result of the Special Session of the Legislature. Because of the level of funding for Western in the current biennium, any reduction in the current operating budget would adversely affect the educational programs of the University.

It is suggested that reductions in appropriations for higher education, if necessary, be taken from funds held by the Council on Higher Education and from funding for new and expanded programs in higher education. We believe that reductions in these areas will be less detrimental to the educational programs of Western and other institutions than an across-the-board percentage reduction.

Motion that the resolution be adopted by the Board was made by Mr. Kuegel, seconded by Dr. Buckman, and carried by voice vote. Chairman Cole requested that the resolution be transmitted to Governor Carroll, Lieutenant Governor Stovall, the leadership of the General Assembly, and representatives of the Council on Higher Education, indicating that it was unanimously adopted by the Board of Regents at their meeting on December 9, 1978.

The next committee on the agenda was the Board's Study Committee on selected facets of University Housing, chaired by Mr. Clark, with the other members of the committee being Dr. Buckman, Vice Chairman, Mr. Thornton, Mr. Knicely, and Mr. Emberton. Mr. Clark reported that, although there had been no meeting of his committee since the Board last convened, he had engaged in discussions with Mr. Thornton regarding housing matters and found him to be a persuasive representative of the student body supremely interested in the student's welfare. Mr. Clark characterized the housing matters discussed as administrative affairs and reported that they had been conveyed to Dean Keown

and Dr. Minton, indicating that consideration by the committee was not deemed necessary at the present time.

The committee reports were concluded by Mr. Knicely, Chairman of the International Education Committee, serving with Mr. Kuegel and Mr. Clark. Though no report was made on behalf of the committee, Mr. Knicely made reference to a widely publicized international education activity, the recent visit to the campus of the Soviet diplomats, whereupon Dr. Cravens was commended for the leadership he is giving to the area of international education.

Personnel changes subsequent to the meeting of the Board on October 21, 1978, were presented by President Downing, who briefly reviewed the list which appears on the following pages and recommended that approval be given by the Board of Regents to the changes.

## PERSONNEL CHANGES

(Subsequent to Meeting of Board of Regents on October 21, 1978)

### Part I. Faculty Personnel Changes

#### APPOINTMENTS

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>College of Education</u>		
Physical Education and Recreation: Miss Mary C. Gulson	\$ 5,400	1/1/79 - 5/12/79; 1-semester appointment; replace Eileen Canty; also \$900 stipend for period 11/16/78 - 12/15/78
<u>Ogden College of Science and Technology</u>		
Agriculture: Mr. Wilson L. Stone	5,925	1/1/79 - 5/12/79; instructor; 1-semester appointment; replace Dr. L. D. Brown; \$6,125 with Master's Degree
Mathematics and Computer Science: Mr. Richard S. Bywater, Jr.	6,000	1/1/79 - 5/12/79; instructor; 1-semester appointment; budgeted position
<u>Academic Services</u>		
Kentucky Library and Museum: Mr. Robert C. Brigl	10,200	11/15/78; Instructor and Assistant Curator of Exhibits in Kentucky Museum; 12-month basis; budgeted position
Mr. Alonzo T. Stephens	10,200	12/4/78; Instructor and Assistant Curator of Education in Kentucky Library and Museum; 12-month basis; budgeted position
Media Services: Mr. Edward L. Counts, Jr.	14,600	11/1/78; Assistant Professor; 12-month basis; replace Dr. James Sanders
Mr. Phillip Alan Owens	14,700	11/1/78; Instructor; 12-month basis; replace Mr. Steven Grumbacher

#### REASSIGNMENT

### College of Education

Physical Education and Recreation: Miss Eileen A. Canty	1,000 honorarium	11/17/78; named interim coach for women's basketball team in addition to teaching responsibilities; replace Miss Julia Yeater
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Part I. Faculty Personnel Changes (continued)

REASSIGNMENT  
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>Academic Services</u>		
Library Services: Mr. Robert O. Turek	no change	1/1/79; reassigned from position as General Reference Librarian to position of Social Sciences Librarian

LEAVE OF ABSENCE

Ogden College of Science and Technology

Mathematics and Computer Science:  
Mr. Osburn R. Flener

Request current leave be extended for 1979 spring semester due to health problems

RESIGNATION

College of Education

Physical Education and Recreation:  
Miss Julia Ann Yeater

11/17/78

NOT RECOMMENDED FOR REAPPOINTMENT

Bowling Green College of Business and Public Affairs

Government:  
Mr. John R. Phillips

8/15/79

Part II. Other Personnel Changes

APPOINTMENTS

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>College of Education</u>		
Educational Services (Training and Technical Assistance Services): Mrs. Leslie Anne Weigel	\$ 1,075 per month	12/16/78 - 9/29/79; Early Childhood Specialist; part-time basis for period 10/31/78 - 12/15/78, at \$537.50 per month; funded under a governmental grant
<u>Ogden College of Science and Technology</u>		
Geography and Geology: Mr. Robert H. Ashby	1,008 per month	11/13/78 - 6/30/79; research assistant; temporarily funded under governmental grant

Part II. Other Personnel Changes (continued)

APPOINTMENTS  
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>Academic Affairs</u>		
Mrs. Janet Christine Allen	\$ 600 per month	10/23/78 - 6/30/79; research assistant in area of Developmental Studies; temporarily funded under governmental grant

Administrative Affairs

Health Services: Dr. Frank P. Vannier	32,396 + 3,604 honorarium	11/15/78; Physician; replace Dr. Howard V. Zeigel
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REAPPOINTMENT

Ogden College of Science and Technology

Biology: Miss Sharon Pauline Moore	10,400	10/1/78 - 9/30/79; research associate; grant funded
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Business Affairs

Purchasing: Mrs. Janet Hanser	834 per month	Temporary assignment as junior buyer, working with Technical Assistance Contract with Autonomous University of Nicaragua, extended through 3/21/79
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REASSIGNMENT AND/OR PROMOTION

College of Education

Center for Career and Vocational Teacher Education: Mrs. Susan B. Adams	1,065 per month	1/1/79 - 6/30/79; full time as project director; 1/4 time as project editor through 12/31/78, at rate of \$218 per month; 3/4 time 10/1/78 - 12/31/78, as project director at rate of \$799 per month; temporary government-funded project
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Business Affairs

Credit Union: Mrs. Valerie C. Kinder	917 per month	12/4/78; reassigned from Center for Intercultural and Folk Studies and promoted to Manager of the Credit Union
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Public Safety

Mr. Edward Paul Wilson	13,164	10/17/78; promoted from Sergeant to Captain of Police
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Part II. Other Personnel Changes (continued)

( REASSIGNMENT AND/OR PROMOTION  
(continued)

Business Affairs

Food Services:

Upon the retirement of Mr. Felix Spugnardi, effective December 31, 1978, it is recommended that the position of Manager for Concessions and Vending be abolished. The following plan for the reassignment of duties and responsibilities of personnel is recommended in lieu of continuation of the position of Manager for Concessions and Vending.

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1. Mr. Howard Lindsey will retain the title of Staff Assistant, with a recommendation that his salary be increased from \$12,156 to \$13,356.
  2. The position of Manager for Concessions and Vending will be abolished.
  3. A new position entitled Personnel Clerk (grade 5) will be established in the Food Services Office. Mrs. Teresa Bratcher, Administrative Secretary (grade 5) will be assigned to this position at her current salary of \$7,080 annually.
  4. The position of Bookkeeper (grade 5) will be reclassified to Senior Bookkeeper (grade 6). Mrs. Maxine Strickland, the present incumbent, will receive a salary increase of \$25 per month or an increase from \$8,184 to \$8,484 annually.
  5. The position of Administrative Secretary (grade 5) will be classified as Senior Administrative Secretary (grade 6). The present incumbent, Mrs. Pam Yoeckel, will receive an increase in salary of \$25 per month or an increase from \$6,516 to \$6,816 annually.
  6. Mr. Louis Cook will retain the title of Assistant Director with an increase in salary of \$300 or from \$14,376 to \$14,676 annually.
  7. The Administrative Secretary position (grade 5) will be classified as a Secretary position (grade 4). Miss Irene Kirby will be promoted from a checker to the secretarial position. Her salary will be \$566 per month or \$6,792 annually.

SECRETARIAL AND CLERICAL STAFF APPOINTMENTS

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>College of Applied Arts and Health</u>		
Nursing:		
Miss Therese A. Gruneisen	\$ 512 per month	12/11/78 - 4/30/79; secretary, working with Special Projects Grant; temporarily funded under governmental grant
<u>College of Education</u>		
Center for Career and Vocational Teacher Education:		
Miss Linda Myrtle Duncan	512 per month	11/6/78 - 6/30/79; secretary; temporarily funded under governmental grant
<u>Ogden College of Science and Technology</u>		
Biology:		
Miss Marilyn Sue Dunning	6,144	11/1/78; departmental secretary; replace Miss Maude Owens

Part II. Other Personnel Changes (continued)

SECRETARIAL AND CLERICAL STAFF APPOINTMENTS  
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>Academic Services</u>		
Library Services:		
Miss Belinda Carol Bell	\$ 6,144	10/23/78; Library Clerk III; replace Susan Williams
Mrs. Nancy Lowry	6,000	11/20/78; Library Assistant, III; replace Miss Betty Coomer
<u>Academic Affairs</u>		
Miss Judith Carol French	6,144	12/18/78; senior receptionist; replace Mrs. Kay M. Gunnells
Scholastic Development:		
Miss Debra Jean Butler	6,144	5/12/79; administrative secretary; replace Mrs. Janette Kirby; \$3.05 per hour effective 12/14/78
Admissions:		
Miss Janet Lynn Walters	7,020	10/9/78; senior secretary; replace Mrs. Carolyn Childress
<u>Business Affairs</u>		
Central Stores:		
Mrs. M. Lois Bowman	6,144	11/6/78; order clerk; replace Mrs. Betty J. Atkinson

CLERICAL REAPPOINTMENT

Business Affairs

Purchasing:		
Miss Elizabeth Ann Pillow	543 per month	Temporary assignment in general clerical position, working with the Technical Assistance Contract with the Autonomous University of Nicaragua, continued through 3/21/79

ADDITIONAL RESPONSIBILITIES

College of Applied Arts and  
Health

Nursing:		
Mrs. Marsha C. Taylor	50 per month stipend	10/15/78 - 10/15/79; working under Nursing Capitation Grant

RETIREMENTS

Academic Services

Library Services:		
Mrs. Nancy Napier		2/2/79; Technical Services Assistant II

Part II. Other Personnel Changes (continued)

RETIREMENTS  
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>Business Affairs</u>		
Food Services:		
Mr. Felix Spugnardi		12/31/78; Manager for Concessions and Vending

RESIGNATIONS

College of Applied Arts and  
Health

Mrs. Deborah W. Szczapinski	11/10/78; administrative secretary
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Academic Services

Audio-Visual Service Center:  
Mrs. Marjorie Smith

11/30/78; AV Technician

Administrative Affairs

University-School Relations:  
Mrs. Vivian S. Moody

2/2/79; secretary

Motion for approval of the personnel changes as presented was made  
by Mr. Kuegel and seconded by Mr. Clark with the roll call vote as follows:

Aye: Buckman, Clark, Cole, Emberton, Harreld, Knicely,  
Kuegel, Thornton

Nay: None

In commenting on the request for authorization to contract for liability insurance, President Downing provided pertinent background information, including the earlier action by the Board on July 1, 1978, allowing the matter to be brought back to the Board for final action upon receipt of bids. His report also included information on bidding procedures and the results. Stating that the plan outlined below was the only response to the invitation to bid, Dr. Downing recommended that the coverage offered by CNA for members of the Board and University employees be accepted on a one-year basis with an option to renew for two years. The CNA proposal provides a \$2,000,000 annual aggregate limit of liability with a \$2,500 deductible (retention). The coverage afforded by CNA under their submittal is limited to errors and omissions and is defined as follows:



"Wrongful Act shall mean any actual or alleged errors or misstatement or misleading statement or act or omission or neglect or breach of duty by the Assureds in the discharge of their duties, individually or collectively, or any matter claimed against them solely by reason of their being or having been Assureds during this policy period.

Exclusions in the policy include among others:

1. Damages, direct or consequential, arising from bodily injury, sickness, disease, or death of any person, or for damage to or destruction of any tangible property including loss of use thereof.
2. False arrest, libel, slander, defamation of character, invasion of privacy, wrongful eviction, assault or battery, except insofar as may be insured under any other valid policy or policies and then only in excess of such insurance.
3. Nothing in this policy shall be construed to insure loss arising out of or in any way attributable to:
  - 1) any failure to integrate or desegregate the student enrollment or participation in any school district, school or educational or extra-curricular program on the basis of race, ethnic background or national origin, or,
  - 2) the bussing or other transportations of students to or from schools or extra-curricular events in connection with a program or plan of such integration or desegregation, or
  - 3) causing or allowing the student enrollment or participation in any school district, school or education or extra-curricular program to be operated or administered on a discriminatory basis because of race, ethnic background or national origin.

Motion was made by Mr. Harreld that authorization be given for the purchase of liability insurance as outlined above, covering errors and omissions of members of the Board of Regents and University employees.

Motion was seconded by Mr. Kuegel with the roll call vote as follows:

Aye: Buckman, Clark, Cole, Emberton, Harreld, Knicely, Kuegel, Thornton

Nay: None

President Downing's comments to the Board on a number of items follow in summary form:

1. The University is proceeding with making application for a Certificate of Need, working cooperatively with the Barren River Area Development District, to operate a regional speech and language clinic. The clinic can provide a badly needed public service and valuable training for students and can function effectively within the framework of available facilities and resources. The Certificate of Need would permit the University to be eligible to collect reimbursement fees from Medicare and Medicaid for therapy services.

2. The 1978 fall semester has been a very fine period in the life of University and confidence was expressed that it would be concluded in a highly professional and effective manner.
3. Appreciation was expressed to the University community, including students, faculty, and staff for their various contributions and especially to the Board of Regents for the leadership they have given in setting the tone of the University. Optimism was expressed relative to the future of the University, taking into consideration the many challenges confronting Western. President Downing commented on the feeling of satisfaction, inspiration, and confidence regarding the welfare of the University he had gained through the remarks of Dr. Minton and expressed the feeling that Dr. Minton will have the full support of the people throughout the University in the continued high level of achievement and accomplishment which has marked the beginning of this school year.
4. Pointing out that even though he would be commencing January 8 something of a new role, President Downing stated that his interests and commitments to the University would be no less than they have been throughout the time he has been at Western. Concluding his remarks, Dr. Downing said, "I want to express to you my thanks individually and collectively for everything that you have done to make this a pleasant and productive opportunity for me and my family."

In other business Dr. Buckman expressed his concern regarding the matters of (1) faculty and staff salaries, compared to benchmark institutions and the national trend, and (2) student enrollment.

Referring to available information, Dr. Buckman reported that during the period beginning with the 1972-73 school year and ending with the 1978-79 school year, faculty salaries showed a decline of approximately 20% compared with the consumer price index, noting that this was in spite of the fact that efforts had been given to increased faculty and staff salaries each year since he had been a member of the Board. Dr. Buckman viewed faculty and staff salary increases as a real concern not only for Western but for other Kentucky schools of higher education in attracting and retaining competent, well-qualified individuals.

The second concern referred to by Dr. Buckman was that of decreasing student enrollment. Reporting that he had provided other members of the Board information in a memorandum of November 22, 1978, the data for which had been provided by the Dean of Scholastic Development, Dr. Buckman stated that undergraduate full-time equivalent enrollment showed a decrease from fall, 1976 (9,662) to the fall, 1977 (9,252) of 4.2% (much of the decrease was due to differences in guidelines for computing FTE). Dr. Buckman noted there was a decrease in FTE from fall, 1977, to fall, 1978, of 5.36% and BRADD

projections indicate the expectation of the continuation of this trend. Dr. Buckman stated that he felt the Board should get all the information possible on this matter--what the predictions are--what we are doing--and if the trend continues, determine what Board action needs to be taken.

Mr. Thornton presented the following resolution for the consideration of the Board and moved its adoption. He pointed out that the matter had been acted upon by the Board previously; however, since he and Mr. Harreld were not members of the Board at that time, the resolution was presented to afford an opportunity for their support of the past action.

#### RESOLUTION

WHEREAS, the Board of Regents of Western Kentucky University has the responsibility to further the interest and provide for the general welfare of the students, faculty, and staff, and

WHEREAS, the Board of Regents are aware of the limited space now available in both E. A. Diddle Arena and L. T. Smith Stadium as well as the current inadequate outdoor facilities to meet the needs of the instructional, intramural, and general recreational program,

THEREFORE, be it resolved that we, the members of the Board of Regents, would like to be on record as favoring the proposal that any funds appropriated to Western for capital construction be earmarked for the Multipurpose Indoor Recreation and Physical Education Building.

(Secretary's Note: The previous action of the Board referred to by Mr. Thornton appears in the minutes of the meeting of October 29, 1977.)

Following brief discussion, motion for adoption of the resolution was seconded by Mr. Clark and carried by voice vote.

Commenting on the recognition which has been brought to the Commonwealth through the activities of the Glasgow Scottie Band, especially their participation in the Macy's Thanksgiving Day Parade in New York, Mr. Knicely read the following resolution expressing the commendations of the Board.

#### RESOLUTION

WHEREAS, the Glasgow Scottie Band, representing Glasgow High School, was invited to participate in the annual Thanksgiving Day Parade, sponsored by Macy's Department Store in New York City, New York; and

WHEREAS, the Scottie Band, under the direction of Bill Brogan, was featured prominently on all three major television networks during their coverage of the 1978 Thanksgiving Day Parade; and

WHEREAS, the outstanding performance by the Scottie Band reflects the highest degree of credit upon their director and their high school and upon Glasgow and Barren County;

BE IT THEREFORE RESOLVED, That the Board of Regents of Western Kentucky University in a meeting on December 9, 1978, does hereby extend sincere congratulations to the Glasgow Independent Schools and the community for the excellent manner in which the Scottie Band represented the entire state of Kentucky.

BE IT FURTHER RESOLVED, That a copy of this resolution be spread upon the official minutes and that copies thereof be transmitted to the Glasgow Scottie Band and Director Bill Brogan; Mr. Jerry L. Harris, Principal, Glasgow High School; Mr. Eldon J. Smith, Superintendent, Glasgow Independent Schools; Mayor Luska J. Twyman, City of Glasgow; and Judge Dale Burchett, County of Barren.

This the 9th day of December, 1978.

Motion for the adoption of the resolution was made by Mr. Kuegel and seconded by Mr. Emberton. The motion carried by voice vote.

At the request of Chairman Cole, Dr. Hardin reported briefly on the status of the Kentucky Building Renovation project and the FM Radio station as follows:

1. FM Radio Station -- Applications have been filed as of November 29, 1978, for both the Owensboro and the Bowling Green stations.
2. Kentucky Building Renovation - Project is completed but has not been accepted by the University; it is hoped that the building can be occupied beginning in January.

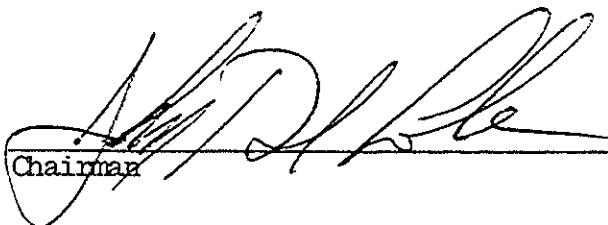
Chairman Cole suggested that the Board go on record recognizing the football coaching staff and the team through the adoption of an appropriate resolution commending (1) Coach Feix, his staff, and the team for a very successful football season, (2) the team for their performance and recognition in winning the Ohio Valley Conference Championship, (3) Coach Feix upon his being chosen OVC Football Coach of the Year, and (4) the coaching staff for their dedicated efforts. In the absence of objection to the resolution and in compliance with Chairman Cole's request, the resolution was forwarded to Coach Feix, other members of the football coaching staff, and the football squad.


Making mention of the fact that on Thursday evening, December 14, at 6:30 p.m., an appreciation dinner for President Dero Downing would be held at the Garrett Conference Center Ballroom, Chairman Cole expressed continued best wishes to President Downing and his family, as well as thanks and appreciation for a job well done. Chairman Cole said, "We look forward to your continued association with the University in whatever capacity you might be."


There being no further business, the meeting adjourned at 2:35 p.m.

CERTIFICATION OF SECRETARY

I hereby certify that the minutes herein above set forth an accurate record of votes and actions taken by the Board of Regents of Western Kentucky University in its meeting held on December 9, 1978, in the Regents Conference Room of the Wetherby Administration Building on the Western campus and further certify that the meeting was held in compliance with KRS 61.810, 61.815, 61.820, 61.825 (enacted as Sections 2, 3, 4, and 5 of House Bill 100, 1974 Regular Session, General Assembly).

  
Chairman

  
Mary Sample, Secretary

  
Secretary